

City of Detroit Building and Safety Engineering
Licenses and Permits
4th Floor Coleman A. Young Municipal Center
Detroit, MI 48226

APPLICATION FOR REFUND OF PERMIT, LICENSE & CERTIFICATE FEES

(YOU MUST ATTACH RECEIPT OR FRONT AND BACK COPY OF CANCELLED CHECK)

DATE: _____

Applicant's Name _____	
Phone/Contact No: _____	
Street Address: _____	
City: _____	State: _____ Zip: _____
Permit or Case Number: _____	
Fee Paid: \$ _____	Date Issued: _____
Location: _____	
Explain reason for refund:	
Was any work performed <input type="checkbox"/> Yes <input type="checkbox"/> No	
Applicant Signature: _____	
DIVISION REPORT (Please Print)	
Investigator (Print) _____	Investigator (Signature) _____
LICENSES & PERMIT DIVISION	
Fee Paid	\$ _____
Less 25% Service Fee (Max. \$100.00)	\$ _____
Less 30% building Permit (Zoning Exp)	\$ _____
Partial Inspection Charge	\$ _____
Amount Refunded	\$ _____
Remarks: If any inspection was completed, an additional fee of \$105.00 will be deducted per inspection.	

Approval Signature _____ Date: _____

Note: ALL CANCELLATION ARE SUBJECTED TO A 25% SERVICE FEE MAX \$100.00. ALL BUILDING PERMITS SUBJECTED TO ADDITIONAL 30% ZONING CHARGE.

(Revision KL/10/07)